



General

Services

Public

Administration

Buildings Service Washington, DC 20405

filed GJA

3PCR

Date APR 13 1978

Reply to  
Attn of : PCCP

Subject: Disclosure of size of construction projects

To : All Regional Administrators, GSA

The cost ranges set forth in § 1.370 of the Interim Manual, Procurement and Administration of Design and Construction, are intended to enable prospective bidders to determine, prior to incurring the cost of preparing a bid estimate, whether a procurement is within their respective capabilities. We have learned, however, that bidders who must secure bonding assistance from the Small Business Administration (SBA) must still make an estimate prior to determining the level of assistance they can secure from the SBA, since the present ranges do not coincide with those of the SBA under 13 CFR 115.2.

Accordingly, § 1.370 of the Interim Manual is revised to read as follows:

#### § 1.370 Disclosure of size of construction projects.

Providing information on the relative magnitude of a procurement, pursuant to FPR § 1-18.109, is important to prospective bidders for two reasons. It enables them to determine, without first incurring the expense of preparing a bid estimate, whether a particular procurement is within their respective capabilities. Second, it permits them to determine the level of assistance (which is based on the size of the contract) which would be available from the Small Business Administration in securing bonds. While the Government estimate shall not be disclosed, the relative magnitude can be expressed in terms of a range for the foregoing purposes. Accordingly, each advance notice and invitation for bids on procurements estimated to exceed \$10,000 shall include a statement of the range, from those following, within which the Government estimate falls:

\$10,000	<del>LESS THAN</del>	to	\$25,000
\$25,000	<del>to</del>	<del>to</del>	\$50,000
\$50,000	<del>to</del>	<del>to</del>	\$100,000
\$100,000	<del>to</del>	<del>to</del>	\$250,000
\$250,000	<del>to</del>	<del>to</del>	\$500,000
\$500,000	<del>to</del>	<del>to</del>	\$1,000,000
\$1,000,000	<del>to</del>	<del>to</del>	\$2,500,000
\$2,500,000	<del>to</del>	<del>to</del>	\$5,000,000
\$5,000,000	<del>to</del>	<del>to</del>	\$10,000,000
\$10,000,000	<del>to</del>	<del>to</del>	\$25,000,000
Over \$25,000,000	<del>to</del>	<del>to</del>	

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The foregoing is a deviation from the Interim Manual, authorized in accordance with § 1.009(b)(1). The revised language will be incorporated into the new Handbook, Procurement and Administration of Design and Construction, when issued. For record purposes, this letter is cancelled six months after date of signature.

*Robert K. Bogardus*

JAMES B. SHEA, Jr.  
Commissioner

cc: All Regional Commissioners, PBS  
All Directors, Construction Management Divisions, PBS

## SUBPART 5-16.9 ILLUSTRATIONS OF FORMS

5-16.901-20

**S 5-16.901-20 Standard Form 20 (GSA Overprint - June 1972),  
Invitation for Bids (Construction Contract).**

<b>STANDARD FORM 20 JANUARY 1961 EDITION GENERAL SERVICES ADMINISTRATION FED. PROC. REG. 141 CFR 1-16-401</b> <b>INVITATION FOR BIDS (CONSTRUCTION CONTRACT)</b>		<b>REFERENCE</b> 1. APPROV. BD. 2. PROJECT NO. 3. CONTRACT NO. 4. DATE OF INVITATION  <b>5. NAME AND LOCATION OF PROJECT</b>  <input type="checkbox"/> CONSTRUCTION <input type="checkbox"/> REPAIR & IMPROVEMENT  <b>7. BY (Issuing Office, Address and ZIP Code)</b>  <b>8.</b> <b>Bidding material available in Business Service Center,</b> Room _____ Telephone No. _____	
Sealed bids in duplicate for the work described herein will be received until _____ P. M. local time at the place of bid opening, _____ 197_____, at address shown on reverse of Bid Form (Standard Form 21), and at that time publicly opened.			
<b>Information regarding bidding material, bid guarantee, and bonds:</b> Bid Documents will be issued to bidders responding affirmatively to the Pre-Invitation Notice (if the Pre-Invitation Notice is not issued, the appropriate bidders mailing list will be used). If a refundable or nonrefundable charge is required under Item 9, the affirmative response must include a certified check, cashier's check or money order in the applicable amount, made payable to the General Services Administration. Refund (when specified in Item 9) will be made upon return of bid documents in good condition, without marks, notes, or mutilations within 20 calendar days after bid opening date. Interested prospective bidders who did not receive the Pre-Invitation Notice, or who are not on the appropriate bidders list, should address a written request to the issuing Office for Bidder's Mailing List Application, Standard Form 129. The issuing Office, at its discretion, may make bid documents available to plan rooms of the Associated General Contractors, Chambers of Commerce, Dodge Reports, and other similar contractors' commercial service facilities, for inspection by interested prospective bidders and subbidders, upon receipt of written request from such service facilities.			
Bid guarantee is required with any bid in excess of \$2,000. Bid guarantee shall be in the amount of 20 percent of the amount of the bid, or \$3,000,000, whichever is less. For bid guarantee purposes, the amount of the bid is the aggregate of the Lump Sum Base Bid, all Add Alternates (if any), and the product(s) of each unit price (if any) multiplied by the applicable number of units shown on the Bid Form.			
Bonds for performance and payment are required to the amounts specified in the Special Conditions.			
<b>9. CHARGE FOR DOCUMENTS</b> CHARGE - DEPOSIT REFUNDABLE <input type="checkbox"/> PER SET <input type="checkbox"/> CHARGE - NO REFUND <input type="checkbox"/> PER SET <input type="checkbox"/> NO CHARGE 10. ESTIMATED COST RANGE OF PROJECT (in) FROM      TO		11. BIDS COVERING THIS PROJECT RESTRICTED TO SMALL BUSINESS <input type="checkbox"/> YES <input type="checkbox"/> NO      12. SUBCONTRACTORS LISTING REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Description of work:</b> NO. OF STORIES _____ PLUS <input type="checkbox"/> BASEMENT <input type="checkbox"/> SUBBASEMENT <input type="checkbox"/> PENTHOUSE TOTAL SQUARE FEET GROSS AREA (APPROX.) _____			
This project includes but is not restricted to the following items:  <i>[See S 5-16.401(a)(2)]</i>			

(GSA OVERPRINT JUNE 72)

GSPR 5  
 (APD 2800.2 CHGE 24, 6-29-82)

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